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Minutes
REGULAR MEETING
WEDNESDAY, FEBRUARY 8, 2023
3:00 p.m.

District Office, 11545 Brentwood Blvd., Brentwood, CA

CALL TO ORDER – The meeting was called to order at 2:53 p.m. by Chair Patricia Bristow.

PLEDGE OF ALLEGIANCE

ROLL CALL – *Present:* Chair Patricia Bristow and Trustees Emil Geddes and Trustee Michael Walko. *Staff Members present:* Cemetery Services Coordinator Aurora Garcia. District Manager Patricia Howard was absent.

PUBLIC COMMENTS – None.

ADOPTION OF AGENDA – It was moved by Geddes, second by Walko to adopt the agenda as presented. *Vote:* Ayes – Geddes, Walko, and Bristow. Noes – 0.

CORRESPONDENCE –

City of Oakley – Notice of meeting

PCA – Newsletter, Annual Conference, and Membership

CSDA – Annual Conference, eNews, various emails, membership, and Covid-19 updates.

CAPC – Newsletter, Annual Conference, and election.

District Fund Balance – \$1,303,978.55

MINUTES FOR APPROVAL – It was moved by Walko, second by Geddes to approve the minutes of October 5, 2022, and December 21, 2022. *Vote:* Ayes – Walko, Geddes, and Bristow. Noes – 0.

FINANCIAL

- 1. Approval of Warrants** – It was moved by Walko, second by Geddes to approve the December 2022 and January 2023 warrants as presented. *Vote:* Ayes – Walko, Geddes, and Bristow. Noes – 0.
- 2. Income and Expenditure Reports** – December 2022 and January 2023, Income and Expenditure Reports were given to the Board of Trustees.

OLD BUSINESS

No Old Business

NEW BUSINESS

- 1. Funds 3606, 3607 and 3608** – Table to April's meeting
- 2. Ivan's Irrigation** – It was moved by Walko, second by Geddes to have the District's attorney send a letter to Ivan's Landscaping. *Vote:* Ayes – Walko, Geddes, and Bristow. Noes – 0.
- 3. Irrigation Map and Design.** – Table to the Special Telephone Meeting on March 1, 2023.
- 4. Byron-Brentwood-Knightsen Union Cemetery District Bylaws** – It was moved by Geddes, second by Walko to approve the updated Bylaws. *Vote:* Ayes – Geddes, Walko and Bristow. Noes – 0.

COMMENTS FROM TRUSTEES

SETTING AGENDA OF NEXT REGULAR MEETING – April 19, 2023, at Union Cemetery District.

ADJOURN: 3:57 pm.